

CITY OF HOUSTON  
SCOPE OF WORK  
FOR  
POWER WASHING SERVICES  
FOR THE  
GENERAL SERVICES DEPARTMENT

It is the intent of the City of Houston to solicit the lowest and best responsible bid or price under competitive conditions.

Prospective bidders are advised that this bid is not to be considered restricted to any referenced manufacturer and all bidders are specifically directed to informal bid terms of the "General Conditions of Bidding".

The following are the minimum acceptable specifications:

**1.0 SCOPE OF WORK:**

Work under this contract shall include the furnishing of all labor, equipment, supplies, parts, tools, transportation, supervision, and necessary insurance for "Power Washing Services" for locations and "Scope of Work" listed below.

Contractor to provide labor and to power wash the exterior walls of all floors of the buildings in the following areas:

- Police Administration (61 Riesner)
- Police Communication (62 Riesner)
- Police Garage Administration (Transportation, Garage & Fleet Administration Buildings) (52, 53, and 54 Riesner)
- Central Gym (51 Riesner)

- 1.1 Provide labor and material to power wash exterior sides, walls, pillars and pipes with pressure washer wand.
  - A. Cover and block drains
  - B. Police and remove all debris for proper disposal
  - C. Install safety signs and cones
  - D. Apply OSHA approved de-greaser to all area's in need
  - E. Provide supervision on site at all times
  - F. All waste water will be disposed of within strict EPA guidelines set forth by the City of Houston and the Federal Government, and City of Houston will be copied with completed waste control tickets.
- 1.2 Permits and Certificates
  - A. Contractor will provide copies of all EP A issued permits including transportation and transporter
  - B. Contractor pressure washing and water recovery equipment has been inspected, approved and permitted by a City of Houston environmental investigator
  - C. Contractor is to leave area clean and subject to superintendent's approval.
  - D. Contractor shall sign in and out at the 1st floor security desk daily.

Pressure washing services to be performed Monday - Friday between the hours of 7 AM – 5 PM and on Saturday and Sunday between the hours of 6:00 AM – 6:00 PM

Contractor to provide labor to power wash all the columns, walls in and around garage, ledges between the first and second floor at the location listed below:

- Houston Police Department Headquarters (1200 Travis)
  - 1.1 Prep area for power washing
  - 1.2 Cover and block all drains
  - 1.3 Check and remove all debris for proper disposal
  - 1.4 Install safety signs and cones in area
  - 1.5 Apply OSHA approved degreaser to all areas in need of cleaning
  - 1.6 Pressure wash sides, walls, pillars, and pipes with pressure washing equipment
  - 1.7 All waste water to be disposed of within strict EPA guidelines set forth by the City of Houston and the Federal Government; City of Houston will be copied with completed waste control tickets
  - 1.8 Contractor to provide copies of all EPA issued permits for transporter and transportation of waste water
  - 1.9 Contractor supervisor to be on site at all times

Pressure washing services to be performed on the weekends only between the hours of 7 AM – 5 PM

## **2.0 MATERIALS:**

- 2.1 Materials/supplies meets or exceeds the standard in the industry for improvement for the services to be performed and conforms with respects to the specifications.

## **3.0 QUALITY ASSURANCE:**

- 3.1 Should any material be found defective, not meeting specifications, or that which has not been approved in writing by the owner shall, upon discovery (including any time within the period of the guarantee), be replaced with the specified equipment or material at no additional cost to the City.

## **4.0 WARRANTY:**

- 4.1 The Contractor shall guarantee all of the work that is performed under this contract, including all materials, workmanship, for a minimum of one (1) year from the date of full acceptance of the work.

## **5.0 DISCREPANCIES:**

- 5.1 If there are discrepancies in the specifications, the Contractor shall ask for a clarification from the City prior to bid opening.
- 5.2 If no clarification is requested, the City's judgement shall rule.

## **6.0 INSURANCE**

- 6.1 Contractor must comply with City of Houston insurance requirements, provide insurance certificate, and drug policy forms within (3) days of request.

## **7.0 WORKMANSHIP:**

- 7.1 All work shall be performed and completed in a thorough, workmanlike manner and in accordance with the latest proven practices of the trade by thoroughly skilled and experienced workmen.

## **8.0 PERMITS:**

- 8.1 Unless specifications state otherwise successful Contractor shall be responsible for securing any and all permits for proposed work. Any fee charged for these permits shall be the responsibility of the Contractor and not the City of Houston.

## **9.0 SITE VISIT:**

- 9.1 All prospective bidders are encouraged to attend a site visit to clarify the actual scope of work to be performed. Failure of a bidder to arrange and attend a site visit shall not constitute grounds for later claim against the City. Site visits are scheduled for each location listed below:

Dec. 15, 2009 1:30 PM  
HPD Administration Bldg  
61 Riesner  
Houston, TX 77002

Dec. 16, 2009 1:30 PM  
HPD Headquarters  
1200 Travis  
Houston, TX 77002

Person of Contact for questions/concerns: Mike Bush/713-636-5908 for the 61 Riesner location and Carlos Garcia/713-962-2277 for the 1200 Travis location

- 9.2 The successful bidder's product shall be supported by an authorized service facility for securing replacement material without undue delay.
- 9.3 Any revisions to be incorporated into this solicitation document arising from discussions before, during and subsequent to the site visit conference will be confirmed in writing by Letter(s) of Clarification prior to the bid due date. Verbal responses will not otherwise alter the specifications, terms and conditions as stated herein.

## **10.0 TERMINATION OF AGREEMENT:**

- 10.1 This Contract may be terminated by the City Purchasing Agent upon fifteen (15) days notice in writing, if the materials and/or services furnished do not conform to the standard set forth herein; or if the deliveries and servicing of this Contract do not conform to the requirements detailed herein.

## **11.0 CONTRACT COMPLETION:**

- 11.1 The Contractor shall complete this contract within thirty (30) calendar days of starting date of work. All work is to be performed during normal business hours.

## **12.0 CLEAN-UP:**

- 12.1 Unless specifications state otherwise at the completion of all work, Contractor shall remove from the area all trash, rubbish, and debris caused by its operations, leaving the job site clean. Contractor shall vacuum carpet and polish base.

**13.0 PRODUCT LITERATURE/SPECIFICATION SHEETS:**

- 13.1 To evaluate bids, the user department and the City purchasing staff may require product literature/specification sheets. When required, the bidders(s) should submit the requested product literature/specification sheets within five (5) calendar days from date of request. **FAILURE ON BIDDER'S PART TO FURNISH THE REQUESTED TECHNICAL DATA IN THE TIME LIMIT GIVEN ABOVE MAY BE CAUSE FOR REJECTION OF THE BID.**